

## RISK ASSESSMENT FORM

| CONSEQUENCE                                              | RISK RATING MATRIX | LIKELIHOOD   |              |                       |                            |
|----------------------------------------------------------|--------------------|--------------|--------------|-----------------------|----------------------------|
|                                                          |                    | Probable (A) | Possible (B) | Remote / Unlikely (C) | Improbable / Negligible(D) |
| Fatal injuries (4)/ Permanent Environmental Effect       |                    | High (4A)    | High (4B)    | Medium (4C)           | Low (4D)                   |
| Major Injuries (3)/ Major Environmental Effect           |                    | High (3A)    | High (3B)    | Medium (3C)           | Low (3D)                   |
| Minor Injuries (2)/ Minor Environmental Effect           |                    | Medium (2A)  | Medium (2B)  | Low (2C)              | Low (2D)                   |
| Negligible Injuries (1)/ Negligible Environmental Effect |                    | Low (1A)     | Low (1B)     | Low (1C)              | Low (1D)                   |

### ACTIVITY / LOCATION: DJ SCHOOL UK, Crown Point House, 110 Hunslet Lane, Leeds, LS10 1ES

| HAZARD                             | EFFECT             | RISK RATING | CONTROL                                                                                                                                                                                                                                                                                                                                              | RESPONSIBILITY                       | RESIDUAL RISK RATING |
|------------------------------------|--------------------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------|
| Tripping over cable/s or furniture | injury             | 2A          | Make sure leads are secured. Headphones cables to be untangled and slack. No chairs, boxes or other items in the way. If participants want to sit down then we will provide chairs.                                                                                                                                                                  | Artist/<br>Practitioners             | 1D                   |
| Electric shock                     | Injury             | 3B          | Ensure equipment is Pat Tested. No food or drink around the equipment                                                                                                                                                                                                                                                                                | Artist/<br>Practitioners             | 1D                   |
| Hearing damage                     | Injury             | 2C          | YP have learnt the dangers of loud volumes and know how to use equipment (especially headphones) safely. Keep volume to an appropriate level                                                                                                                                                                                                         | Artist/<br>Practitioners             | 1D                   |
| Allergic Reaction                  | Illness            | 2C          | Attendees informed if we will be providing juice so to be aware of any allergies                                                                                                                                                                                                                                                                     | Artist/<br>Practitioners             | 1C                   |
| Any other accident                 | Minor Injury       | 2C          | All sessions have a manager present who has completed the "first aid in the workplace with AED" training                                                                                                                                                                                                                                             | Management                           | 1D                   |
| Infection/allergic reaction        | Injury             | 2C          | Alcohol Free bio-degradable wipes are supplied so each user can clean the equipment and headphone pads between each turn.                                                                                                                                                                                                                            | Artist/<br>Practitioners             | 1D                   |
| Fire                               | Major/Fatal Injury | 4D          | Our unit and the building itself has a comprehensive Fire Risk Assessment which is reviewed annually. It details action to take in the event of a fire, extinguisher positions and instructions and escape routes. All sessions have a manager present who has completed relevant fire safety training and fully understand the Fire Risk Assessment | Management                           | 1D                   |
| Coronavirus                        | Injury             | 3B          | We will always adhere to the current UK Government Guidelines                                                                                                                                                                                                                                                                                        | Management,<br>Artists/Practitioners | 2D                   |

|                                                                                                                                                    |  |  |                |                         |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------|--|--|----------------|-------------------------|--|
|                                                                                                                                                    |  |  |                | ers and<br>Receptionist |  |
| Assessment by (Jim Reiss) Signature                                                                                                                |  |  | Date 01-2-2022 |                         |  |
| Review date (if applicable) .....N/A.....(generally 12 months or following any significant change or an incident)                                  |  |  |                |                         |  |
| <i>Note: Any assessments carried out for expectant mothers, young persons, children, etc must be in conjunction with Health and Safety Manager</i> |  |  |                |                         |  |